



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

TRANSPORTATION ENGINEERING BRANCH MGR

Job Number: 20001430

Job Code: 70850V161016

Job Group: 7000 - ENGINEERING AND GEOLOGICAL

Job Established: 06/16/1982

Job Revised: 10/16/2016

Grade: 18 Salary (MIN - MID):

\$26,462-\$35,056 - Hourly

\$4,300.08-\$5,696.60 - 37.5 Hr. Monthly Salary

\$4,586.76-\$6,076.38 - 40 Hr. Monthly Salary

Special Entrance Rate:

\$35,056 - Hourly

\$5,696.60 - 37.5 Hr. Monthly Salary

\$6,076.38 - 40 Hr. Monthly Salary

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

With the written approval of the State Highway Engineer, positions in this job title are authorized and assigned to manage the activities and employees of a highway engineering branch. Reviews and approves engineering documents prepared by technical and sub-professional personnel as a Licensed Professional Engineer; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

See Special Requirements.

EXPERIENCE:

Must have four years of engineering experience in addition to that required for licensure.

Substitute EDUCATION for EXPERIENCE:

NONE

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must possess a valid driver's license prior to appointment in this classification. Must be licensed as a professional engineer by the Kentucky State Board of Licensure for Professional Engineers and Land Surveyors OR must be licensed in another state with the ability to obtain a Professional Engineering license from the Kentucky State Board of Licensure for Professional Engineers and Land Surveyors within the employee's initial six month probationary period. Engineering decisions recommended by individuals without a Kentucky Professional Engineering License must be approved by a KY LPE under KRS 322 until licensure is obtained.

For additional information refer to: <http://kyboels.ky.gov/> Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Assists in the establishment and implementation of highway engineering programs. Plans, assigns, supervises and coordinates the work of professional and technical personnel within the branch. Confers with other divisions, districts and the Federal Highway Administration to resolve questions concerning programs and procedures. Acts for the District Engineer in carrying out specific programs in the district. Assists the District Engineer in coordinating work with other districts and central office. Coordinates projects with various federal, state and local agencies. Prepares reports with recommendations for policies, plans and procedures. Supervises and evaluates the work of engineering consultants. Makes field inspections of construction projects. Reviews and approves plans developed by departmental and consultant engineers. Participates in public hearings and meetings. Maintains construction project records. Makes final inspection and acceptance of construction and maintenance projects. Provides technical assistance to Resident Engineers in the interpretation of plans, specification and policies.

UNIQUE PHYSICAL REQUIREMENTS:

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is performed in the office and in the field. Will be exposed to risks inherent to construction sites.

ADDITIONAL REQUIREMENTS:

Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.